

**Meeting of the Board of Trustees  
Conant Public Library  
January 14, 2008  
7:00 P.M.**

**Minutes**

Meeting 7:08

Carlin, Youngs, Corvelo, Campbell, Dwyer, Vermeulen

Public Forum

None present.

Approval of minutes December 10, 2007

Carlin motions. Corvelo seconds.

Consent Agenda

- Circulation Report
  - Magazines still low. Youngs asked about other libraries. Campbell will look into how magazines do in other libraries.
  - Netflix & on-demand seems to lower demand for movies in the library.
  - Will focus on music CDs, including for kids.
- Financial Report
  - Circulation increased by 60%, but FTEs have decreased by approx. 5%. Added 4 hours for Ian, will be looking at adding more FTEs in future budget years.
- Director's Report
  - HVAC contractor looking into efficiency.
  - Building needs: outside, windows, insulation, efficiency, maintenance (painting, caulking), repointing.
  - Moving to new host provider who knows DDN.
  - Visiting other libraries was fruitful. Staff happy about our level of service. Will look in improvements based on ideas from other libraries. Also looking into adding check-out desk upstairs.

Old Business

- Budget FY 2009
  - Adjusted error in retro-active 1.55% merit increase
  - Instead of 4.55%, we have 5.55% increase in wages to bring FTE's up to 2007 level after we had a cut in 2008.
  - Vermeulen motions to accept the budget as amended. Youngs seconds the motion. Motion approved unanimously.
- Staff Evaluations
  - Vermeulen motions "In response to the town administrator's letter to the board of library trustees dated December 17, the board wants to state its position as follows: as a duly elected independent board, the board has satisfied the requirement to evaluate the library director, and she has met or exceeded all her previously established annual goals". Carlin seconds the motion. Motion approved unanimously.

New Business

- Responsibilities of Board and relationships with other boards
  - Covered under staff evaluations

Adjournment

Corvelo motions to adjourn the meeting. Carlin seconds the motion. Motion approved unanimously. Meeting adjourned 8:59 pm.